

**ATTACHMENT "A-1"**

**INTEROFFICE MEMO**

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TO: All Executive Directors  
DATE: May 20, 2002  
FROM: Keith Jewell  
SUBJECT: NLRB Litigation - Bev II and III

**BEVERLY**

ENTERPRISES

One Thousand Beverly Way  
Fort Smith, AR 72919  
(877) 823-8375  
(501) 201-2000

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**MESSAGE:**

Pursuant to a Court Order in the NLRB Bev II and III litigation, a nationwide posting in each of Beverly Healthcare's facilities is required. The facilities who were found to have had violations in these cases will have facility specific notices. The remaining facilities will have a general notice. The notice for your facility and two (2) certification forms are enclosed.

Notices **MUST** be posted beginning on **JUNE 10, 2002** (and not before or after June 10) in conspicuous places where notices to employees are customarily posted, such as on bulletin boards near time clocks and in employee break rooms. After posting the notices, you must complete and sign the "Initial Certification" form certifying where and when the notices have been posted. This form should be mailed to me within 7 days of having posted the notices.

Reasonable steps must be taken to ensure that the notices are not altered, defaced, or covered by other materials. NLRB personnel intend to do some "surprise" inspections at facilities to make sure that the notices are properly posted. You must cooperate fully and allow such personnel with NLRB government IDs to enter your facility during the 60 day posting period for purpose of inspecting the notices.

After the 60 day posting period is over or on August 10, 2002, you must complete and sign the "Final Certification" form certifying where and when the notices were posted for the full 60 days. This form should be mailed to me within 7 days of the end of the posting period.

Be advised that appropriately posting these notices is required by Court order and that failure to do so could result in the Company and/or responsible Company officials being held in contempt of Court.

cc: Dave Devereaux  
Tim Detary  
Regional Vice Presidents  
Directors of Operation  
Directors of Labor and Employment  
Regional Directors of Human Resources  
Clyde Graham, Compliance Officer, NLRB-Region 6